



Job Title: Camp Director

Location: Pioneer Lodge, Sundre or Pioneer Ranch, Rocky Mountain House

Reports To: Pioneer Camp Alberta Summer Director

Supervises: Camp Volunteers

Key Relationships: PCA Registrar, PCA Food Services Manager, PCA Riding Manager, PCA Site Manager, PCA Executive Director

Purpose:

- **To provide leadership and consistency to all camp programs**
- **To ensure all camp programs are undergirded with Pioneer Camp Alberta values**
- **To care for, develop, and ensure delivery of all programs with relevancy and excellence**

Essential Job Responsibilities:

- Recruit, empower and work with Volunteer Summer Camp Volunteers to ensure high quality program delivery and spiritual input
- In collaboration with Pioneer Camp Summer Directors ensure there is appropriate training for volunteers, including both soft (people, spiritual, group dynamics) and hard (out-tripping, riding, canoeing, etc.) skills & certifications. This includes pre-camp orientation
- Work closely with Spiritual Support Staff in the careful development of camp theme and delivery
- Provide Out-Trip support in staff, OT Shack Management, ideas and recruitment to ensure OTs are run safely & with excellence (Ranch Only)
- Provide synergy and consistency in quality and values of all Pioneer Camp Alberta summer camps
- Hold planning meetings each morning of camp with volunteers & staff to prepare for the upcoming day
- Become familiar with all relevant standards as they apply to programming
- Provide spiritual and emotional support to campers, staff and volunteers
- Report incidents as outlined in the Pioneer Camp Alberta's orientation
- Become familiar with Pioneer Camp Alberta's Summer Directors' Manual, Pioneer Camp Alberta's Guidelines and Policies



- Manage a budget of \$500
- Attend scheduled Camp Director Meetings (both for planning purposes and for camp debriefs)
- Will be required to assist as directed with cleaning and sanitization procedures as directed by leading health authorities

Qualifications:

- Must be a minimum of 18 years of age
- Must demonstrate a strong and growing faith in our Lord Jesus Christ
- Must be passionate about sharing the love of Jesus with others and demonstrating this through actions and age-appropriate studies and activities